

SOLICITATION – STATEMENT OF WORK

CONSTRUCTING OVERHEAD ROOF COVER ON THE TENT AT DTFS

US. Embassy, Sawan Street, Himyar Zone

Property Number: X369

1.0 INTRODUCTION

The American Embassy in Sana' Yemen requires the service of qualified contractor to build a roof metal cover on the tent located at **DTFS**. The required area to be covered total is 275 meter square at one side and 160 meter square on the other side.

2.0 SCOPE OF WORK

- Contractor shall design and install overhead steel roof cover on the tent located at DTFS.
- The approximate roof coverage area is 435 square meter.
- The work shall include reinforced concrete foundations which will support all the steel structures on this project.
- The concrete foundation should emerge above the grout level by 10-15 cm. the size of each foundation should be between 100-120 cm height and 60 cm width supported with 12 mm steel bars connected with anchor rod bolt of 50mm size including the 10mm template.
- The exact number of the foundations shall be determined, as required
- The exact volume of the steel structure shall be determined, as required
- Overhead sheet metal of 6mm thickness supported by (c) channel or (H) beams No. 20 hanging beams, rafters, strutting beam shall be designed and installed to cover the tent facility.
- Dimension has to be verified during construction, tent sign has to be removed and change location of 2m in front of gate

- All the steel materials must be standard and good condition, the steel must be fully treated with (primer) anti-corrosive paint, all bolting must be connected well and the welding part must have full strength.
- All extended areas must be covered such as toilet space in the front entrance; the tress has to be treated during construction.
- A concept sketch for the steel structure and foundations is attached. The contractor shall submit a final design for approval by the U.S Embassy. Before starting the work.

- Other question will address to the COR/CO

3.0 GENERAL REQUIREMENTS

- a. The Contractor shall provide all equipment, material, tools, personnel and supervision to complete this project according to the requirements outlined in the Statement of Work.

- b. The work shall be executed in a diligent manner in accordance with the negotiated firm fixed price and performance period. The period of performance from notice to proceed to completing final punch list items is 30 calendar days.

- c. The Contractor shall perform all work during the U.S Embassy's normal business hours. Normal business hours for construction for the U.S Embassy are Saturday through Thursday, 07:00 AM to 6:00 PM. Work performed outside these hours must be approved in advance by the Contracting Officers or his Representative.

- d. If any of the Contractor performed services do not conform to the contract requirements, the Contracting Officer will require the Contractor to perform

the services again until the final product conforms to the contract requirements.

- e. The Contractor will be responsible for the security of his/her tools, materials and equipment left on site overnight, on weekends, or on holidays.
- f. Contractors interested in bidding on this project are strongly encouraged to attend the site visit to examine the elements required by this Statement of Work. There will only be one opportunity to visit the site.
- g. Questions related to this Statement of Work shall be directed to the Contracting Officer, in writing.

4 LOCATION

- 1. The location will take place on “The Tent” restaurant facility on the Diplomatic Transit Facility-Sana’a (DTFS) compound. Further details will be discussed during walk through by OBO.

5 RESPONSIBILITY OF THE CONTRACTOR

- a. The contractor will be required to furnish company badges or identifications for all workers to gain access to the DTFS property in order to be allowed to work on any U.S. Embassy project. The contractor is also required to provide a list of all workers, with ID numbers, as well as any vehicles and their make, model type and color in writing via e-mail to the U.S. Embassy upon being notified to proceed with any work. All workers present will be required to present an identification to gain access to the DTFS. All contracted employees will be given a visitor badge to wear while at the DTFS. Additionally, the contractor will furnish their own food and water (drink) for their workers. The U.S. Embassy is not required to provide these items for workers.
- b. Every contractor working at the DTFS will advise all of their workers that enter the DTFS compound that they are not to wander around from their designated work sites. All contractors will have U.S. Embassy escorts while they perform their work on the DTFS compound. Failure to follow this will result in the violators being banned from working on the DTFS compound again. This may also

have an adverse effect on the contractor in regards to bidding on future U.S. Embassy contracts.

- c. The Contractor shall be responsible for the professional quality, technical accuracy, and coordination of all construction activities and/or other services furnished under this contract. Omitting any part of this statement of work from the contractor's proposal will result with the contractor incurring all extra costs in order to complete this statement of work as it is written. The Contractor shall, without additional compensation from the U.S. Embassy, correct any errors or deficiencies in its construction and/or other provided services. The Contractor shall make these corrections within 72 hours after being notified of such errors or deficiencies.
- d. The Contractor shall identify a Project Site Manager who shall be responsible for the overall project management during execution of this contract. The Project Site Manager shall represent the Contractor during construction and impromptu site meetings. The Project Site Manager shall speak and understand English and be authorized to receive and act upon verbal and written instructions provided by the Contracting Officer or his representative, provided these instructions don't alter the material make-up of this Statement of Work.
- e. All documents produced for this project and provided to the Contractor by the U.S. Embassy, and/or Contractor produced documents related to this project are the sole property of the U.S. Embassy and shall be returned to the Contracting Officer at the completion of the project.
- f. All materials installed on this project shall be new. Installation of used materials is prohibited. All design, shop drawings, and material shall be presented to the OBO representative for approval.
- g. The Contractor shall verify that all materials, equipment, and systems provide operational dependability. The Contractor shall assure that the systems installed are in accordance with International Building Code, standards and manufacturers guidance.
- h. Any costs associated with purchased supplies, whether locally procured or imported, or services subcontracted by the Contractor, shall be the sole responsibility of the Contractor.
- i. The Contractor is responsible for job site safety throughout the duration of this project. Appropriate measure shall be implemented

to protect both U.S. Embassy and Contractor personnel from accidents. The Contractor must provide his/her employees with the proper personal protective equipment (PPE) to minimize accidents. Typical PPE includes hard-hats, safety glasses, and full-body harnesses for fall protection, welding face shields, and any other PPE that may be appropriate. The Contractor shall promptly report all lost time accidents to the Contracting Officers or his Representative, including disabling or fatal injuries.

- j. The Contractor shall be and remain liable to the U.S. Embassy, in accordance with applicable laws, for all damages caused by the Contractor's negligence to U.S. Embassy property, whether leased or owned. The rights and remedies for the U.S. Embassy provided for under this contract are in addition to any other rights and remedies provided by law.
- k. The Contractor shall maintain an active liability insurance policy, with the appropriate level of coverage, for the duration of this project. The Contractor shall provide the Contracting Officer with proof of insurance coverage either via a Certificate of Insurance, a Surety Bond, or some other means recognize by the construction industry in Yemen. The contractor is responsible for the safety & health of its employees. Full compliance with OSHA/International & Yemen safety rules & requirements is mandatory. In addition the contractor shall be responsible for health & environmental requirements. Failure to comply may result in disqualification and removal from the work location.
- l. The Contractor shall keep the work site free of accumulation of waste material and other debris at all times. Disposal of excess material, waste material and other debris shall be the sole responsibility of the Contractor. Upon completing construction, the Contractor shall remove all temporary facilities, construction barriers, excess material and rubbish, and shall thoroughly clean the construction areas.
- m. The Contractor shall warranty all material, equipment and workmanship for one full year after completion of the project. The warranty period will begin when the Contracting Officer accepts the project as being complete.
- n. The contractor shall admit no one to the work location, except as necessary to perform the work as defined in the scope of work, without, in each instance, first obtaining the approval of Site Security Manager (SSM), OBO representative or GSO Procurement.

- o. Contractor's employees and its subcontractor's employees shall abide by U.S. Embassy security regulations and procedures. Security personnel are authorized to search vehicles, lunch boxes, toolboxes, and persons without prior notification.
- p. Construction activities resulting in overtime which is necessary to protect or complete the work will be to contractor's expense.
- q. The Contracting Officer has the authority to issue a temporary stop work order during the execution of this project. The Contractor shall be compensated with a time extensions only if a stop work order is issued, and only for the hours that the Contractor was forced to stop work.

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PROPOSAL AND PAYMENTS

- a. The Contractor shall provide a firm fixed-price proposal to the Contracting Officer covering all elements of this project. Failure on the part of the Contractor to understand the full scope of this project, or omissions in their proposal will not constitute grounds for additional payments or contract changes. This Statement of Work is the guideline for the contractor's proposal. The contractor is expected to provide a proposal that addresses every line in this Statement of Work. Failure to include every aspect of this statement of work in the contractor's proposal will not absolve the contractor from performing the work required at the contractor's own expense.
- b. The Contractor shall submit one copy of all payment invoices with the appropriate supporting documents to the Contracting Officer or his Representative. The Contracting Officer or his Representative will determine if the invoice is complete and proper, and if billed services have been satisfactorily performed. If it is determined that the amount billed is correct, the Contracting Officer or his Representative will submit the invoice for payment. Payment will be made within 30 days after submission of a proper invoice. Prepayment for services will not be authorized. If it is determined that the amount billed is incorrect, the invoice will be returned to the Contractor for correction. The Prompt Payment Act only applies once a proper invoice has been received and accepted by the Contracting Officer.
- c. The Contractor shall submit to Contracting Officer's Representative a detailed plan to include expected time frame from beginning of

construction until delivery of the products, to include expected delivery date and any foreseeable delays.

- d. All bids will be submitted with detailed description of work to be performed with drawings of fabrications.

7 CLEAN UP

- i. Contractor will clean up all excess materials and trash around all work sites upon completion.
- ii. Contractor is responsible for any damage incurred during work operations.
- iii. Contractor will take commands for all material movements from RSO personnel.

8 SAFETY:

Contractor's equipment or materials. All materials and tools might be stored at the Government property at the contractor's own risk.

The contractor will ensure that his employees use good safety practices. The Government will conduct daily spot checks.

9 ENVIRONMENTAL CONTROL

The Contractor shall comply, and make sure that subcontractors comply, with all environmental protection provisions in the Contract and with the requirements of any statute, by-law, standard and the like related to environmental protection.

10 FIRE PROTECTION

The Contractor shall not light any fires at the Government property.

11 DISPOSAL OF TRASH and DEBRIS.

The Contractor shall remove from the site any trash and debris (including food scraps and the like) resulting from the work under the contract. He shall handle trash and debris in a manner so as to confine

the material completely and prevent dust emission. He shall provide bins / trash containers for this purpose

12 DISPOSAL OF CONTAMINANTS

GENERALLY: Properly dispose of solid, liquid and gaseous contaminants in accordance with all statutory and contractual requirements.

GASEOUS CONTAMINANTS: Discharge in such a manner that they will be diluted with fresh air sufficiently to reduce toxicity to an acceptable level.

- 13 LIQUID CONTAMINANTS:** 'Subject to statutory and local requirements, liquid contaminants may be diluted with water to a level of quality acceptable in the sewer system. If this is not permitted, store in approved vessels for disposal at approved locations.

14 CLEANING UP

The Contractor shall clean every day after work.

Remove welding wastes, surplus materials and rubbish.

15 CONSTRUCTION STANDARDS

All workmanship shall be of the highest standard and in accordance with best trade practice for each respective trade under this contract.